RCFTS NEWS

This is the sixth issue of the *RCFTS* NEWS. We hope that it is helpful, informative and of interest to you. If you have any comments or suggestions please feel free to express them to any of the Review Board Members. Please make sure that everyone who works with RCFTS in your State gets a copy of this newsletter. We only send out the newsletter to the Coordinators listed on the RCFTS Coordinators List.

The newsletter and the coordinator's list will soon be available from the internet at http://www.usda.gov/rus/water/rcfts.htm.

RFA UPDATES

RFAS THAT HAVE RECENTLY BEEN IMPLEMENTED:

- 1. The BI55 "Facility" screen has been modified to track compliance reviews. The date the compliance review is due should be entered in the due date field. Once the compliance review has been accomplished, enter that date in the appropriate field.
- 2. Report CP03, 'Unliquidated Obligation Report', has been corrected. You are now able to enter a 405 status code on the parameter screen for this report. This was the only change made at this time.

We have had inquiries about guaranteed loans not showing up on this report. They should not show up on this report because they are never liquidated (unless the loan goes delinquent or defaults). Therefore, it is not an unliquidated amount that needs to be monitored like the grant and direct loan amounts.

ALSO, THERE ARE PROBLEMS WITH ALL LOAN/GRANT COMBINATION ACCOUNTING INFORMATION DOWNLOADING FROM PLAS. IT SEEMS TO BE AFFECTING ALL WW AND CP LOAN/GRANT COMBINATIONS. THIS ISSUE IS BEING WORKED ON. But please note that this will affect several screens and reports. (ie. The obligation date is not downloading to the Status Summary Screen. The unliquidated amount is not downloaded to the Funding & Cost Information Screen.)

From time-to-time we have received individual cases where the unliquidated loan or grant amount was not zeroed out on the Funding & Cost Information Screen. This causes the obligation to erroneously appear on the CP03 Report. The majority of these requests have recently been corrected. If you have loans or grants that are erroneously showing an unliquidated amount please call Robin.

If there are any other problems with the CP03 report please let us know.

3. Report Codes 536-B & 536-D are for discrepancies between RCFTS and PLAS for guaranteed loans. This report has been corrected to reflect loans in RCFTS that do not show in PLAS and loans that are in PLAS that are not in RCFTS.

Distribution of this report had been halted until it was corrected. You should soon be getting these reports in your office. If you can't figure out why a loan shows up on the report, please verify that the loan number and case number match in both systems. If you have any questions on how to correct these discrepancies please call us.

4. Last newsletter we mentioned that the 131 status codes had been added to the CPN01 'National Office Preapplication/ Application Report and the CP11 preapplication report. But the 151 status code was also added to the program, which erroneously reported the backlog for the WW and CP.

The 151 status code has been taken out of the programming for these reports and they should now be running correctly.

5. We had received several reports about hidden fields in RCFTS that were only showing up when you did screen prints. This was corrected and you should not have the hidden fields showing up on your screen prints anymore.

Also, the RUR IND ASST field that appeared on the CP08 screen has been removed.

- 6. Tracking information for the Rural Business Opportunity Grants (RBOG). The new Type of Assistance Code 159 should be used and the new purpose of funds code C (Technical Assistance) should also be put on all requests. Like all BP grant programs, RBOG's will be tracked on the CP side of RCFTS.
- 7. There has been a minor change to the CP14 'WW Subsidiary Tracking' screen. As loan and grant amounts have increased past the previous \$9,999,999 we have had a problem with the information downloading to this screen. Since PLAS still limits the amount of loan to \$9,999,999 per obligation this change will probably only benefit the large guaranteed loans. The loan amount field has been increased by 1 digit. This will allow for tracking loan obligations up to \$99,999,999.

If you have had an obligation that fits in this category but were unable to track it on the subsidiary screen please update RCFTS.

NEW MANAGEMENT SYSTEM CARD – COMMUNITY PROGRAMS

If you have ordered new management cards recently or compliance review forms you will find a new categorization of racial breakout. The categories now are:

White Native Hawaiian or other Pacific Islander Black or African American Hispanic or Latino Asian Amer. Ind/Alaskan Nat.

We are in the process of writing an RFA to change the categories in RCFTS to reflect these new breakouts on Screen CP05 'Facility Part 1'. There are other changes on the management card including the omission of the obligation date. The corrections are also being worked on and a new revision of the management card will be coming out. Until this is revised you may type in OBLIGATION between APPL RECD and Interim FINAN.

PROPOSED RCFTS MEETINGS/TRAINING

Below is the TENTATIVE schedule for an RCFTS Coordinators Meeting and Basic RCFTS training. Training has been proposed and dates have not been finalized. We wanted to let you know what was being planned for the year. All training costs will be the expense of the state again this year.

The Coordinator's Meeting/Seminar is set for the week of April 12-16. It will probably be a 2-3 day session as it was two years ago.

The Basic Training is proposed for the week of May 17-21. We plan to have two CP/WW Basic sessions running consecutively. There is also a Basic BP Training scheduled to run concurrently with one of the CP/WW sessions. The BP and CP/WW training's were scheduled for the same week to help those individuals that work all program areas and would need to have both training's.

GRADUATION REPORTS

Last quarter the CPN04 and the CP09 graduation reports were turned over with new changes. There were many errors in the programming making these reports unusable. Since that time an AD HOC report has been completed to determine the goals and a list of borrowers to review for this FY.

Andrea Barnett and Deanna Plauce' sent out a hard copy of these reports for CP and WW respectively. You should have received these already. If not, call Deanna (202-720-9635) or Andrea.

We know there has been a lot of confusion regarding the graduation goals and these reports. Since we have sent out so many letters from WW and CF we would like to clarify a few issues that you may still be confused about.

1. CF and WW are both counting the number of LOANS that you graduate towards your goal for the year. CF is also using the number of LOANS to determine the national goal as well. CF does not have that many loans per borrower (as compared to WW) and therefore, did not feel by looking at loans for the goal that it would raise the goal to an unfair level. However, WW based their goals for each State by the number of borrowers. This was done because there are so many loans per borrower and this would raise the goal for each state to possibly an outrageous level. See the below examples for further explanation:

CF – Your State has 15 Borrowers and 18 Loans. The goal is 7 percent of the 18 Loans which is about 1. So in this case you would only have to graduate 1 LOAN to meet your goal.

WW – Your State has 20 borrowers and 38 Loans. The goal is 7 percent of the 20 BORROWERS which is about 1. So in this case you would only have to graduate 1 LOAN to meet your goal.

Your graduation reports should be run at the beginning of each fiscal year (October 1).
 The report gives you a list for the calendar year but you have the fiscal year to do your actual reviews.

ARC's

As mentioned in newsletter Number 3 there are 3 different type of assistance codes (TOA's) as well as 3 different SIC codes for tracking Appalachian Regional Commission grants in RCFTS. They are as follows:

	SIC	TOA/RCF	TOA/PLAS
BP	0007	258	085
CF	0004	097	097
WW	0005	085	085

To date, we have not asked the states to go back and update RCFTS so that all ARC's are reflected properly. We will not be sending out a formal letter at this time to require this to be done but it is suggested that those states that have ARC's verify the accuracy of the SIC and TOA codes. This will assist in providing accurate historical data. If you have any questions, you can call Andrea or Robin

EMPOWERMENT ZONES/ENTERPRISE COMMUNITIES

This is clarification regarding the note in the last newsletter. It was brought to our attention that on screen CP08 "Funding and User Information", under the Fund Authorization there are actually two applicable codes (Z,C). So let's try this explanation one more time.

Any funding which is going into an EZ/EC/CC zone should have the EZ/EC code field completed. The Name and Year of Designation will automatically be generated. This applies to funding from the EZ/EC pot or from the state's regular loan or grant monies. This field was designed to report <u>all</u> funding that is going into designated areas.

A question has been raised regarding the tracking of a borrower who is not physically located in a designated EZ/EC/CC zone, but may potentially provide assistance to ultimate recipients who <u>are</u> located in a designated zone (ie. IRP's or RBEG's [revolving loan fund]). In this instance, use the following rule. If a determination is made that 75% of the funds will be used within the zone or community, the borrower should be considered as being in an EZ/EC/CC zone and the EZ/EC CODE field in RCFTS should be coded accordingly. If it is determined that less than 75% of the funds will be used within the zone or community, the borrower will not be considered an EZ/EC/CC. In that case, no tracking code will be entered into RCFTS.

In addition, if the funding is coming from one of the designated EZ/EC pots of money (ie. Type of Assistance Code: 162, 163, 164, 165, 166, 167, 168, 169, 170, 142, 243, 242, 250, 272, 145), the FUND AUTH field on the same screen should be completed. If the funding is going into a Zone then the FUND AUTH code 'Z' should be used or if the money is going into a Community the FUND AUTH code 'C' should be used. The help

screen has been updated to reflect this code. You may want to write this in your User's Guide for future reference.

RBS COLUMN

If you have any questions, please contact Sylvia Neal at 202-720-2811.

RHS COLUMN

WE HAVE A NEW TYPE OF ASSISTANCE CODE (TOA):

CF EZ/EC COMBINATION (GUARANTEED LOAN/GRANT) = 272
Please use the above TOA code for the guaranteed loan and grant record IN RCFTS
ONLY. This new code is for EZ/EC guaranteed and grant combinations only. Use Fund
Code 97 for the guaranteed loan/grant record in RCFTS. Attached is a revised page (A5) from Appendix A to include this new TOA to the CF program area.

For obligating in PLAS (also in GLS soon) you will use a TOA of 273 for the guaranteed portion of an EZ/EC combination project and use a TOA of 272 for the grant portion. Notice the difference between the accounting systems and RCFTS when entering in these codes.

* DAY CARE PROJECTS *

Day care centers are becoming more and more a high priority. You know what that means – MORE REPORTS!! Please take the time to fill in the "no. of units" field on screen CP09, "Funding and User Information (Part 2)." This field for day care centers is the number of students (children) that the facility can hold. We use this field to help us determine the number of children being served. So start fiscal year 1999 right by entering this information into RCFTS. The more information that you enter into the system, the less time you will spend with the National Office on the phone and/or going through files for the information. THANKS!!

* PERFORMANCE MEASURES *

All CF SIC codes (except ARC's) generate a UNIT TYPE CODE. Therefore, it is important to fill-in the NO. OF UNITS for each CF loan/grant request. This information is extremely important to reporting our performance within Community Facilities.

** CF GRANT ISSUES **

There is still confusion about how to enter a CF grant into RCFTS. The biggest issue has to do with what SIC code to use. Remember, it is the same as a CF loan – you just enter what type of facility it is. THERE IS NO SPECIFIC SIC CODE FOR A CF GRANT (like there is the RBEG, etc.).

Just a note that the new NAIC's codes are being worked on. As soon as the changes have been made to RCFTS to accept the new 4-6 digit codes we will distribute a list of all the NAIC's codes.

If you have any questions, please contact Andrea Barnett at 202-720-0487.

RuS COLUMN

SWM's/TAT's

I have been receiving several calls regarding the tracking of Solid Waste Management and Technical Assistance and Training grants in RCFTS. Again this is an area where we have not dictated that they need to be tracked. But we have found it very useful recently to have that information available. Now that we are easily able to run reports by TOA we can distinguish between SWM grants and regular WW grant money.

As you know it also has been discussed that servicing of the SWM's might be moved to field offices. If this is done, you will need to begin tracking them at that time Therefore, we are requesting field offices to begin tracking SWM's in RCFTS now. At this time, tracking of TAT's will still be optional.

If you have any problems or, please call Robin or email at: rpulkkin@rurdev.usda.gov.

REMEMBER!

Q & A

If you have questions, problems or helpful suggestions please notify a RCFTS System Review Board Member. Your input could be an invaluable help.

RCFTS	SRB	MEMBERS	Email
ANDREA BARNETT	CP - N/O	202-720-0487	abarnett@rdmail.rural.usda.gov
DIANE BERGER	MN - S/O	612-602-7812	dmberger@mn.usda.gov
ANN RANKIN	KY - S/O	606-224-7336	arankin@rdasun2.rurdev.usda.gov
SYLVIA NEAL	BP - N/O	202-720-2811	sneal@rurdev.usda.gov
ROBIN PULKKINEN	WW - N/O	202-720-9636	rpulkkin@rurdev.usda.gov
JEANNE THEILS	LAS/O	318-473-7940	jthiels@rdmail.rural.usda.gov

1999 EZ/EC DESIGNATIONS

STATE	ID-CODE	NAME	YEAR DESIG
AK	T-318	Northwest Arctic Borough	99
AK	C-317	Metlakatla Indian Community	99
AK	T-319	Assoc. of Village Council Presidents, Inc.	99
AK	T-320	Delta/Greely Community Coalition	99
AK	T-316	Kaweerak, Inc.	99
AL	T-342	Hale County	99
AL	T-340	Perry County	99
AL	T-359	Bullock/Macon EZ	99
AR	T-393	North Arkansas Human Services Systems, Inc.	99
AR	T-396	Eastern Arkansas Enterpirse Community	99
AZ	T-280	Town of Parker/Colorado River Indian Tribes	99
AZ	T-428	Arizona Border Region Enterprise Community	99
AZ	T-343	Yuma Alianza Regional Rural EZ	99
AZ	C-323	Four Corners Empowerment Zone (Navajo Nation)	99
CA	C-363	Cities of Orange Cove, Huron & Parlier	99
CA	T-344	Merced County	99
CA	T-361	Imperial County	99
CA	T-414	I-5 Business Development Corridor, Inc.	99
CA	T-412	Hoopa Valley Tribe	99
CA CA	Z-150 T-435	Riverside County Economic Development Agency	99
CA		Karuk Tribe Housing Authority	99 99
CA	T-328 T-079	County of Kern Kings Community Action Organization	99
CO	T-079 T-395	Kings Community Action Organization Conejos County, Colorado	99
CO	T-288	City of La Junta	99
FL	T-307	Gadsden County Extension Service	99
FL	T-339	Madison County	99
FL	T-315	Putnam County Chamber of Commerce	99
FL	T-345	Glades Communities' Rural EZ	99
FL	T-407	DeSoto County Economic Development Council	99
FL	T-068	Highlands County Industrial Development Authority	99
FL	T-293	Hamilton County Board of County Commissioners	99
FL	T-399	Hardee County	99
FL	T-341	Okeechobee Development Authority	99
FL	C-374	Community Foundation of Collier County	99
GA**	Z-279	Crisp/Dooly Enterpirse Community Cordele	99
GA	T-385	Okefenokee Empowerment Boad Waycross	99
GA	T-409	21st Century Empowerment Zone, Sylvester Inc.	99
GA	T-333	ABC Empowerment Zone Initiative	99
GA	T-270	So Lower Chattahoochee COG	99
GA	T-445	CSRA Regional Development Center	99
HI	T-332	Kaual Empowerment Zone Coalition	99
HI	C-380	Molokai Community Service Council	99
HI	T-278	District of Kau	99
IA	T-425	Hancock County Economic Development Group	99
ID	T-302	Shoshone-Bannock Tribes	99

IL	T-017	Wabash Area Developmennt, Inc.	99
IL	T-400	Village of Hopkins Park and Pembroke Township	99
iL	Z-312	Southernmost Illnois Delta EZ Steering Committee	99
		Town of Austin	
IN	C-321		99
IN	T-436	Grissom Redevlopment Authority	99
KS	T-331	Morton County Kansas	99
KS	T-355	Haskell County	99
KS	T-354	Barton County	99
KS	T-377	Stanton County	99
KS	T-420	City of Junction City	99
KS	T-378	City of Liberal	99
KS	T-376	Ness County Economic Development	99
KS	T-334	Wichita County Economic Development, Inc.	99
KY	T-375	Owsley County Action Team	99
KY	T-277	Lake Cumberland Area Development District, Inc.	99
KY	T-008	·	99
		Buffalo Trace Area Development District	
KY	C-172	City of Bowling Green	99
KY	T-347	Mamoth Cave Area EZ	99
KY	T-384	Gateway Area Development District	99
LA	T-387	Northeast Louisianan Delta Empowerment Zone	99
LA	T-416	St. Mary Community Action Association Committee, Inc.	99
LA	T-298	Communities Collaborating for Economic Development	99
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LA	T-388	Poverty Point Empowerment Zone	99
LA	T-160	City of Opelousas	99
LA	T-226	City of Covington	99
LA	T-437	Macon Ridge Economic Development Region, Inc.	99
ME	T-369	Northern Main Development Commission	99
ME	C-051	City of Lewiston	99
MI	T-373	Clare County Board of Commissioners	99
MO	T-326	City of Kirksville/Adair County	99
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MO	T-346	East Prairie/City of Charleston	99
MO	T-322	City Kennett	99
MO	T-330	Pulaski County	99
MO	T-031	City of Salem	99
MO	T-292	Pemiscot County Commission	99
MS	T-351	Adams, Claiborne, Jefferson, & Wilkinson Co, Rural EZ	99
MS	T-362	Edwards, Utica, Bolton Alliance	99
MS	T-427	Greenwood-Leflore Champion Community, Inc.	99
MS	T-411	Marshall County/Holly Springs	99
MS	T-281	Kemper County Economic Development Authority	99
MS	T-443	Bolivar/Sunflower EZ	99
MT	C-423	Fort Peck Assiniboine and Sioux Tribes	99
MT	T-447	Blackfeet Planning Department	99
NC	T-430	Southeastern Community College (Columbus County)	99
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NC	T-299	Eastern Band of Cherokee Indians	99
NC	T-413	Enterpise Alliance of Halifax, Edgecombe, & Wilson Co	99
NC	T-438	Roanoke electric Membership Cooperative	99
NC	T-440	Robeson Enterpirise Community Development Corp. Inc.	99
ND	T-392	Northwest Jobs Development Authority	99
ND	T-402	Turtle Mountain Band of Chippewa	99
ND	Z-309	Lake Agassiz Regional Development corporation	99
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ND	T-337	Dakota Partners for Rural Revitalization	99

NE	T-379	Santee Sioux Tribe	99
NE	T-415		
		Winnebago Tribe of Nebraska/Winnebago EZ Corp.	99
NM	T-421	La Jicarita Enterprise Community	99
NM	T-424	San Miguel County	99
NM	T-418	Clovis Alliance Development Org/Hispano Business Council	99
NM	T-397	Golden Spread rural/Frontier Coalition	99
NM	C-204	City of Deming	99
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NM	T-441	Western Socorro County Empowerment Zone	99
OK	T-370	Town of Buffalo	99
OK	C-364	Tri-County Indian Nations CDC	99
OK	T-372	Washita County 2000, Inc.	99
OK	T-349	Action, Inc.	99
OK	T-308	Sotheast Oklahoma Rural EC	99
OR	T-329	Southern Oregon Empowerment Zone	99
OR	T-434	Sherman County	99
PA	T-348	Fay-Penn Economic Development Council	99
PA	T-417	Northern Tier Community Action Corporation	99
SC	T-403	Denmark Community Outreach Enterprise Committee	99
SC	C-382	Allendale County	99
SC	T-433	Williamsburg Enterprise Community Commission, Inc.	99
SC	T-350	City of Lake City	99
SC	T-446	Lowcountry Regional Community Partnership, Inc.	99
SC	T-313	Marlboro County Interagency Council	99
SD	T-297	The Lower Brute Sioux Tribe	99
SD	T-306	Day County	99
SD	T-294	Rosebud Sioux Tribe	99
SD	Z-295	Oglala Sioux-Pine Ridge	99
SD	T-408	County-Reservation Empowerment Advisory Team (CREATE)	99
TN	T-406	Children & Family Services, Incorp., Covington, TN	99
TN	T-405	Fayette County/Haywood County EZ Steering Committee	99
TN	C-386	Clinch-Powell RC&D Council	99
TN	T-327		99
		Appalachian United Vision	
TN	T-410	Scott County Executive's Office	99
TN	T-300	Tenntucky 4	99
TN	T-442	Wayne/Lewis EZ Steering Committee	99
TX	T-439	Duval County	99
TX	T-426	City of Palacios Economic Development Corporation	99
TX	T-419	Panhandle Regional Planning Commission	99
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TX	C-389	Middle Rio Grand (FUTURO) EZ	99
TX	T-161	El Paso County	99
UT	T-304	Uintah County	99
VA	T-360	Accomack-Northampton EC	99
WA	T-422	Lower Yakima County Rural Enterprise Community	99
WA	T-431	Confederated Tribes & Bands of the Yakama Indian Nation	99
WA	C-390	Tri-County Rural EZ	99
WI	C-394	Northwoods Niji Empowerment Zone	99
WI	T-429	Bad river Band of Lake Superior Chippewa	99
WV	T-287	Barbour County Office for Economic Development	99
WV	T-137	Mingo County Commission	99
WV	T-335	McDowell County Action Network, Inc. (McCAN)	99
WV	T-286	· · · · · · · · · · · · · · · · · · ·	99
		Wyoming County EZ/EC	
WV	T-324	Lincoln Economic Development Authority	99

WV	T-325	Webster Springs Main Street	99
WV	T-139	City of Fairmont	99
WV	C-276	Kanawha County Commission	99
WV	T-310	Mid-Ohio Valley Regional Planning and Development Council	99
WV	T-306	Central Appalachia Empowerment Zone	99
WV	T-184	P.R.I.D.E. In Logan County, Inc.	99
WV	T-432	Tri-County Empowerment Zone	99
WY	T-338	N. Arapańo & E. Shoshone Business Councils	99

FUND CODES - COMMUNITY FACILITIES

(CF Program Area)

	Assistance Type Code	<u>Description</u>
	Loan	Only (Direct and Guaranteed Loans)
97	243	Community Facility EZ/EC (Guranteed)
97	075	Community Facility (Direct and Guaranteed Loans)
97	142	Community Facility Direct Loan - EZ/EC
97	077	Rural Health Initiative (HHS MOU) (Direct & Guaranteed Loans)
		Grant Only
00	237	CF Grants
00	242	Community Facility Grants-EZ/EC
		Combination Loan and Grant
97	238	Combination CF Direct Loan/Grant
97	239	Combination CF Guaranteed Loan/Grant
97	250	Community Facility EZ/EC Combination (Direct Loan/Grant)
97	272	Community Facility EZ/EC Combination (Guaranteed Loan/Grant)
FUND CODES - COMMUNITY FACILITIES (CFA Program Area)		
95	070	Recreation Loans (Ins.)
75**	070	Recreation Loans (Direct)
00	097	Appalachian Regional Commission Grant (CF Regs-SIC 0004)

^{**} No new loans made with these fund codes.